



CITY OF REDMOND

Permit Center

15670 NE 85th Street
Redmond, WA 98052
(425) 556-2473
www.redmond.gov

FOR STAFF USE ONLY

DEV _____ Date: ____/____/____
PRJ _____ App Expires: ____/____/____
M05 _____ Accepted by: _____
Type: _____ Payment Method: _____

Mechanical Permit Application

Project Name/Tenant:		*Value of Construction:	
Site Address:		Tax Parcel Number:	
General Location:		Bldg, Unit, Suite Designation:	
Contact Person:		Phone:	
Mailing Address:	City State/Zip:	Fax #:	
Firm or Company Name:		E-Mail Address:	
Contractor:		Phone:	
Mailing Address:	City State/Zip:	Fax #:	
State Contractor's License #:	Expiration Date:	City of Redmond Business License #:	
Property Owner:		Phone:	
Mailing Address:	City State/Zip:	Fax #:	
Description of work to be done (please be specific): _____ _____ _____			
Type of work: <input type="checkbox"/> Commercial <input type="checkbox"/> Residential/IRC Townhouse <input type="checkbox"/> Change out <input type="checkbox"/> Multi-Family <input type="checkbox"/> New <input type="checkbox"/> Electric to Gas (electrical permit required)			
Residential/Townhouse Conditioned Floor Space: <input type="checkbox"/> 2000 square feet or less <input type="checkbox"/> Over 2000 square feet			
Multi-Family Conditioned Floor Space: Number of Dwelling Units 2000 square feet or less _____ Number of Dwelling Units Over 2000 square feet _____			
Enter Quantity:			
_____ Furnace	_____ Unit Heaters	_____ Boilers <200,000 BTU	
_____ Water Heater	_____ Exhaust Fans	_____ Boilers ≥200,000 BTU	
_____ Range	_____ Evap Cooler	_____ Type 1 Exhaust Hood	
_____ Clothes Dryer	_____ Cooling Tower	_____ Type 2 Exhaust Hood	
_____ Air Conditioning	_____ Restaurant Appliances	_____ Other Appliances	
_____ Fireplace	_____ Thermostats	_____ Supply Air (# of runs)	
_____ # of Fuel Gas Outlets	_____ VAV Boxes	_____ Return Air (# of runs)	
_____ Packaged Units -HVAC	_____ Diffusers	_____ Compressors <15 psi	
_____ Air Handlers	_____ Fuel Gas Piping (length)	_____ Compressors ≥15 psi	
_____ Fan Coil Units	_____ Process Piping (length)		
<i>I hereby certify that I have read and examined this application and know the same to be true and correct, and I am authorized to apply for this permit. Building Owner or Authorized Agent:</i>			
Signature: _____ Print Name: _____ Date: _____			

MECHANICAL PERMIT CHECKLIST

WHEN A MECHANICAL PERMIT IS REQUIRED

The City of Redmond requires a mechanical permit before mechanical equipment is installed, altered, replaced, or remodeled. Examples are installations or alteration of gas piping, replacement of furnaces: installation or replacement of gas fireplaces: installation of gas logs in an existing wood-burning fireplace: and replacement or installation of gas space heaters and gas water heaters.

All gas water heater replacements are now done under a Mechanical Permit.

All electric water heater replacements are now done under a Plumbing Permit.

The City of Redmond **does not** require a permit to replace an existing gas clothes dryer, stovetop, oven, or gas log, if there is no gas piping being installed or altered.

MECHANICAL PLAN REVIEW IS REQUIRED FOR THE FOLLOWING PROJECTS:

1. New commercial buildings.
2. Complete HVAC systems and a/c units, heat pumps, rooftop units or exhaust fans.
3. All hoods (Type I & II).
4. Any penetration of fire resistive construction.
5. All spray booths.

SUBMIT TWO COPIES OF THE FOLLOWING FOR MECHANICAL PLAN REVIEW:

- ☐ Mechanical plans or drawings. (Minimum plan size is **18"x24"**, or maximum **30"x42"** paper 1/8" scale, 1/4" scale for details.)
- ☐ Reflected ceiling plan showing and identifying ductwork, equipment, piping, supply diffusers, return air grilles and fire dampers.
- ☐ **Rooftop mechanical screening shall be required for any rooftop equipment greater than 1' in height, and for any equipment exterior to the building.** Screen materials must be architecturally compatible with the building and shall be as high as the equipment being screened. Plans must show height of equipment relative to screening and shall include notations of materials and colors to be used. If an existing parapet effectively screens proposed equipment, plans must show parapet height relative to equipment height.
- ☐ List of equipment and schedule.
- ☐ Engineered structural gravity and/or lateral force calculations for **ALL** rooftop units.
- ☐ Washington State Ventilation and Indoor Air Quality Code (VIAQ) calculations for outside air.

Structural Information:

Please note that engineered structural gravity calculations are required for all rooftop units. If the unit is 400 lbs. or larger engineered structural lateral force calculations are also required.

All Natural Gas fuel gas piping is now covered under the 2003 International Fuel Gas Code. Liquefied Petroleum Gas installations are covered by NFPA 54 (2002 National Fuel Gas Code) and NFPA 58 (2001 Liquefied Petroleum Gas Code).

Please visit our web site at: <http://www.redmond.gov/insidcityhall/planning/planning.asp>

***Value of Construction** – The value of construction shall include the prevailing fair market value of all labor, materials and equipment, whether actually paid or not, needed to complete the work.